

**Selectmen's Meeting Minutes
January 28, 2016
Harpwell Town Office**

Selectmen Present: Richard A. Daniel, Elinor Multer and Kevin E. Johnson

Staff Present: Kristi Eiane, Town Administrator

Call to Order: Chairman Daniel called the meeting to order at 5:15pm, and moved to enter executive session pursuant to 1MRSA § 405 (6) (e) regarding Town property. The motion was seconded by Selectman Multer and passed 3-0. Town Attorney Amy Tchao participated by phone. At 5:43pm the Board returned to open session with the Chair declaring a recess until 6:00pm.

The meeting resumed at 6:00pm with the Pledge of Allegiance. The meeting was broadcast live on Harpswell Community Television.

Other Staff Present: Bill Wells, Code Enforcement Officer and Jim Hays, Harbormaster

Adoption of the Agenda: Chairman Daniel moved to add two items to the agenda under Other Business: (1) an appointment and (2) a resignation. It was seconded by Selectman Multer and passed 3-0.

Public Comment: Robert McIntyre announced a workshop would be held February 13 at the Harpswell Heritage Land Trust on the topic of grafting fruit trees. He also noted there is an ongoing issue with heavy infestation of browntail moths and encouraged burning their nests this time of year in an effort to reduce the population.

Town Administrator's Report: Administrator Eiane reported that the Mid Coast Hunger Prevention Program's food mobile was a resounding success this morning with 54 individuals being provided perishable and non-perishable foods. Administrator Eiane also reminded dog owners that their dogs must be registered before the end of this month to avoid a \$25 per dog late fee imposed by the State of Maine.

Selectmen's Announcements: None

Consent Agenda: Chairman Daniel moved to approve the consent agenda. It was seconded by Selectman Multer and passed 3-0. [Minutes of 1/7 and 1/14; Resignation of Sarah Moulton from the Bandstand Committee; Appointment of Monique Coombs to the Recreation Committee; Warrant #5 in the amount of \$136,131.93 and Payroll Warrant # 5 in the amount of \$19,113.43].

Consider Letter of Support for Maine Coast Fishermen's Association (MCFA) Grant Application: MCFA was seeking a letter of support from the Board of Selectmen for a grant to create stronger connections between Harpswell fishermen and area businesses. Chairman Daniel moved to send a letter of support for the application. It was seconded by Selectman Multer and passed 3-0.

Wharf Applications: (1) Edward and Christine Page, 19 Weezie Way, Map 63, Lot 75: Code Enforcement Officer Bill Wells introduced the applicant's representative Joe LeBlanc. Mr. LeBlanc explained that the applicant seeks to: construct a PT wood 6'x75' pier, 3'x40' aluminum ramp, a PT wood 10'x20' float and a 10' x 40' timber frame float haulout. Chairman Daniel moved to approve the application as there was no hindrance to navigation as determined by the Harbormaster and no injury to

the rights of others with respect to fishing, fowling and navigation in the intertidal zone. It was seconded by Selectman Multer and passed 3-0.

(2) Steamboatyard, LLC, 19 Steamboat Road, Map 23, Lot 77: Code Enforcement Officer Bill Wells introduced the applicant's representative Joe LeBlanc. Mr. LeBlanc explained that the applicant seeks to: rebuild/repair an existing PT wood pier (19'x23.5' + 4.5'x27.5' + 9.3'x14'), a wood 16.4' x 25' boathouse/storage building, a 7'x70' PT wood marine railway/float haulout, replace the current PT wood 3.5'x40' ramp with a 3'x40' aluminum ramp, and replace the current 10'x16' PT wood float with a PT wood 10'x20' float. It was noted that the location was Lowell's Cove, Bailey Island. Selectman Multer asked the nature of the activity that would be occurring here. Mr. LeBlanc indicated that the use would be residential. Administrator Eiane noted that the State's Bureau of Submerged Land was notified that the Town had a right-of-way directly next to the property. The Bureau agreed to send a letter to the applicant indicating that the project could not interfere with public access. Chairman Daniel moved to approve the application pending necessary approvals, including DEP. It was seconded by Selectman Johnson and passed 3-0.

Consider Proposed Harbor and Waterfront Changes: Harbormaster Jim Hays presented ordinance changes as recommended by the Harbor and Waterfront Committee—one having to do with the definition of "public access point" and the other with making it a requirement that the public access point to a mooring be ½ mile for all moorings not just for new moorings as is currently the case. There was a concern that the change in definition was not clear enough and that the other change may eliminate any grand-fathered moorings that would not meet the ½ mile public access point requirement. The Harbormaster was asked to re-work the proposal and come back to the Board.

Harpswell Coastal Academy (HCA) Proposal for Use of Mitchell Field: HCA Head of School John D'Anieri provided an update to the Board about its proposed Propeller Project at Mitchell Field. He noted that HCA has many key partners now, including the Knickerbocker Group, the Landings School and the University of New England. Steve Malcolm of the Knickerbocker Group presented visuals of possible renovations to the Administration Building and waterfront area. Mr. D'Anieri asked if the Board would consider entering a Memorandum of Understanding that would define the collaborative process between HCA and the Town to include providing a timeline for working together to achieve the vision outlined. The Selectmen agreed to set up a workshop with HCA, but asked for the information presented this evening to be put in writing prior to the workshop. Selectman Multer asked for more information on the corporate structure that the Town would be dealing with.

Harpswell Aging at Home Community Assessment Report: David Brown and Jessica Maurer summarized the efforts to-date of Harpswell Aging at Home (HAH) as well as the findings from its survey and focus group discussions. (The full assessment report is posted online). It was noted that Harpswell has the oldest median age of any Maine community with a population over 3,000. Many residents want to stay in their homes as they age, yet they have concerns such as how to get minor home repairs done, and what will happen when they can no longer drive. HAH is looking to engage the community in conversations about aging in place and to look for no cost, low cost solutions. One of the earliest outcomes may be to look at ways to improve access to information about elder care services. The Selectmen were highly complimentary of the work being done by HAH, and support the Town's continued role as a partner.

Consider Proposed Town Meeting Warrant Article Regarding the Water Tower: David Chipman asked the Selectmen to consider putting an article on the warrant that would allow the Town to accept private donations and grant funds for saving the water tower. He explained that he was enlisting supporters and continuing to pull together proposals and cost estimates for this purpose. The Selectmen asked for more precise information and made no decision regarding a warrant article.

Consider Cumberland County Development Block Grant (CDBG) Applications: Administrator Eiane explained that the Town may submit two general applications and one planning application to the County's CDBG program. She reviewed the two general applications: (1) Harpswell Community School's Water Safety Program and (2) Improvements to Robinhood Road on Bailey Island; and one planning application for the Mitchell Field Pier. Selectman Johnson questioned whether the full work scope for the Mitchell Field Pier was necessary given earlier planning efforts. Selectman Multer moved to approve the submission of the applications. It was seconded by Chairman Daniel and passed 3-0.

Consider Proceeding to Bid Stage for Long Point Road Stabilization Project: The Town Administrator reviewed a memo submitted by Will Haskell of the Town's engineering firm. At this time all of the permitting is in place, and the project is ready to be publicly bid. Selectman Multer moved to proceed to the bid stage. It was seconded by Selectman Johnson and passed 3-0.

At approximately 8:00pm, the Board agreed to take a brief recess.

Other Business: Returning to open session, Joe LeBlanc asked the Board to consider clarifying its earlier approval of the Steamboatyard LLC wharf application. Since 80% of the project is a re-build which has already been approved by DEP, he asked the Board to allow the portions of the project that had received DEP approval to proceed. Mr. LeBlanc indicated that a NRPA (Natural Resources Protection Act) permit could take as long as 4 months. Selectman Multer moved to authorize allowing portions of the project to proceed that have been approved by DEP. It was seconded by Selectman Johnson and passed 3-0.

Other Business—Resignation & Appointment: Chairman Daniel moved to accept the resignation of Jeff Conant from the Marine Resources Committee. It was seconded by Selectman Multer and passed 3-0. Chairman Daniel moved to appoint Cindy Watson as the Fire Chief for Orr's-Bailey Island, and also as a member of the Fire and Rescue Committee and the Emergency Vehicles Committee. It was seconded by Selectman Multer and passed 3-0.

Set Public Hearing Re: Curtis Memorial Library Appropriation: A public hearing is required since the Curtis Memorial Library appropriation is to be voted on by secret ballot and not on the floor of Town Meeting. Chairman Daniel moved to hold a public hearing two weeks from tonight on February 11, 7pm, at the Town Office. It was seconded by Selectman Multer and passed 3-0.

Open Bids for Truck: Chairman Daniel opened two bids: Vaughn Estes for \$2,798.99 and Jason Gaudet for \$1,123.00. It was moved by Selectman Multer to sell the vehicle to Mr. Estes. It was seconded by Chairman Daniel. For disclosure purposes, Selectman Johnson indicated that Mr. Estes worked with him. The motion passed 3-0.

2016 Budget and Town Meeting Warrant: Administrator Eiane reviewed budget tweaks as follows: increase in Code Enforcement budget to accommodate a recent pay increase for the Alternate CEO

(+\$1,404), decrease in MMA membership (-\$58), decrease in MCEDD membership (-\$569); slight increase in County Communications Contract (+\$10); and decrease in capital funds for float at Pott's Point (-\$6,500). The Selectmen reviewed the wording and order of the warrant articles. There were several suggested changes that will come back to the Board for further review next week [February 4].

Public Comment: None

Administrative Matters: The Board agreed to schedule a workshop with HCA for Monday, March 7, 4:00pm.

Adjournment: The meeting adjourned by unanimous consent at approximately 9:00pm.

Respectfully submitted,

Kristi K. Eiane, Town Administrator